

HUMAN RESOURCE OFFICE  
THE ADJUTANT GENERAL OF VIRGINIA  
BUILDING 316, FORT PICKETT  
BLACKSTONE, VA 23824-6316

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STATEWIDE AGR VACANCY ANNOUNCEMENT

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**ANNOUNCEMENT NUMBER:** APMS 28-09

**POSITION TITLE:** Assistant Professor of Military Science (APMS)

**GRADE:** CPT/03

**AOC:** 01A00 (Branch Immaterial)

**FEMALE ASSIGNMENT ELIGIBILITY:** YES

**UNIT:** Army ROTC Department, Old Dominion University (ODU)

**LOCATION:** Norfolk, Virginia

**OPENING DATE:** 7 January 2009

**CLOSING DATE:** 21 January 2009

**POC FOR ADDITIONAL INFORMATION:** SFC Sharon L. Hagans at (434) 298-6249 / DSN 438-6249 or MAJ Nathaniel Williams, (434) 298-5343.

**TOUR OF DUTY FOR CURRENT ON-BOARD AGRS:** This tour is considered a part of the career program for current on-board AGRs. Upon completion of the 3 year tour, you will be assigned to a subsequent AGR position.

**TOUR OF DUTY FOR A NEW AGR:** This position is a one time occasional tour. Upon completion of the 3 year tour, you will not automatically be assigned to any subsequent AGR tours. Other tours in the AGR program will only occur if you apply and are selected for a new AGR position.

**WHO MAY APPLY:** Must be a senior Lieutenant or Captain. Applicants for this position must be a member of the Virginia Army National Guard prior to being approved in the AGR program. Current on-board AGR officers may apply with subsequent AGR tours. If not currently on-board as an AGR and selected this will be a one-time tour. Any additional AGR tours must be applied for and selected. Advance Course is required of Captains. Officers must have a Baccalaureate Degree. Masters Degree is preferred, but not mandatory. Must meet eligibility criteria specified in Paragraph 2-1 thru 2-4, as appropriate of NGB 600-5. Applicants not meeting *eligibility* criteria, unless NGB 600-5 or AR 135-18 authorizes a waiver, will not be considered.

JFHQ-VA-J1-VA-M

SUBJECT: VaARNG AGR Vacancy Announcement Number APMS 28-09

**DESCRIPTION OF DUTIES AND RESPONSIBILITIES:**

Works under the supervision of the Professor of Military Science (PMS). Performs normal instructor/APMS duties as assigned by the PMS including advising/counseling cadets and assisting in the performance of enrollment activities. Advise the PMS in the formulation, coordination, and administration of policies, plans, and programs pertaining to the battalion. Provides advice and performs liaison between the battalion, the National Guard, and the US Army Reserve units in the geographical area of battalion interest. The AGR officer is the primary POC for the management of the Simultaneous Membership Program (SMP). The AGR officer is the primary POC for the management of the Reserve Forces Duty (RFD) Program. The AGR officer oversees the Cadet Troop Leader Training (CTLT) Program for ARNG/USAR units within the battalion. Provides advice and liaison for the Minority Officer Recruiting Effort Program concerning ARNG and USAR activities and participation. Coordinates and conducts ARNG/USAR orientation programs for the battalion and any extended support programmed by the host. Maintains close liaison with other assistant PMS and ROTC Region component staff. Attends conferences and workshops that require interface with the ARNG/USAR as directed by the PMS. Assists in the development and selection of USAR (IRR) instructors to provide assistance on campus and at ROTC summer camps. Monitors ROTC ARNG/USAR Affiliation of Mutual Support Programs and provides assistance as necessary. Assists the PMS with assigned duties and responsibilities to enhance the success of the battalion's missions. To assist, as assigned other Army ROTC programs which require ARNG expertise. Performs other duties as assigned.

**HOW TO APPLY:** Interested applicants must submit the following documents:

1. Completed NGB Form 34-1 (**signed and dated**)
2. Copies of last five OERs
3. **Certified** copy of DA Form 2-1 (Certified means having the Personnel Services rand (PSB), stamp or type that your DA Form 2-1 is a "True copy" and signature by PSB personnel **not older than 1 year.**)
4. Copy of current physical (SF 88 and SF 93 or DD Form 2807-1 and DD Form 2808 completed within the last 5 years) or a copy of the automated MEDPROS Data sheet.
5. Photograph in Class A uniform ( taken within the last 12 months)
6. Documentation to support all periods of active duty service creditable for retirement. Any of the following may be used **DD Forms 214, DS Form 1506 or NGB Forms 23/23B**
7. Biographical sketch IAW NGR 600-100, APP H.
8. Copies of all college undergraduate, graduate, and post-graduate transcripts.
9. Copy of DA Form 705 (APFT Scorecard), last 2 APFTs.

**All applicants will receive consideration for above position without regard for any non-merit reason such as race, color, religion, national origin, politics, marital status, age or gender except where military assignment precludes female membership.**

**QUALIFICATION REQUIREMENTS:** Must meet all selection criteria IAW NGR 601-1, 600-200, 600-5, 600-10 and AR 135-18.

JFHQ-VA-J1-VA-M

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**SECURITY CLEARANCE:** Position requires a “SECRET” security clearance. Must be able to obtain as a minimum, an “interim” clearance **prior to appointment** to the position. Soldiers with a prior revoked or denied clearance are not eligible for either an interim or a waiver and should not apply. If tentatively selected for a position and soldier cannot be granted an interim clearance prior to appointment to the position, the offer for the position maybe revoked, Non USA citizens are not eligible for a security clearance per DOD 5200.2R.

**SPECIAL INFORMATION:** Incomplete applications submitted for this vacancy announcement will not be considered. Applicants are responsible for maintaining current information on their application. Failure to provide current information may result in non-referral for consideration.

**REMARKS:** Submit applications to this HQ, ATTN: JFHQ-VA-J1-M, Building 316, Fort Pickett, Blackstone, Virginia 23824-6316, NLT close of business on the closing date of this announcement. Do not submit application packets in notebooks, folders, document protectors or with any other form of binding.

A complete listing of all current Virginia National Guard AGR Employment Opportunity Announcements is available at <http://vko.va.ngb.army.mil/viriniaguard/> Click on Virginia National Guard and then click on Job Vacancies.

FOR THE ADJUTANT GENERAL:

//signed//  
THOMAS L. MORGAN, III  
LTC, GS, VaARNG  
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